

Minutes
Historic District Commission Meeting
Monday, April 15, 2013
Fire Barn, Beach Avenue
7:00 pm

Present: Members: Chair William Penn, Vice Chair Martha Ball, Claire McQueeney, Dennis Riordan, Michael Ballard and Mark Vaillancourt. Absent: Douglas Gilpin. Terri Chmiel Administrative Assistant was present for the recording of the minutes.

Call to Order

Chair William Penn called the meeting to order at 7:00pm.

Matters from the Public not on the Agenda

No public comment at this time.

Approval of Minutes

Mr. Riordan made a motion seconded by Ms. McQueeney to approve the minutes of the March 18, 2013, meeting as presented.

6Ayes (Penn, Ball, Vaillancourt, McQueeney, Ballard and Riordan)
1 Absent (Gilpin)

0 Nays

Final Review

Gary A. and Grace D. Doyon. Plat 5, Lot 4. Application by Gary A. and Grace D. Doyon to modify bedroom windows to a dormer style.

Applicant was not present for the meeting, no action was taken.

ULBE LLC. Plat 6, Lot 143. Application for the Surf Hotel by Lorraine Cyr for an addition of handicap accessible ramp.

Arlene Tunney, architect and Lorraine Cyr, property owner presented. The application is to install a handicap ramp. Ms. Tunney explained the location with the least visible view of the ramp would be along the porch behind the garden and monument. The 18 foot long ramp measuring 3 feet wide will have a 5 foot by 5 foot turn around onto the porch. The proposed material for the rail is a white powder coated galvanized 1 ½ inch pipe which will not compete with the ornate railing on the porch. She explained the Surf Hotel owns 20 inches

in front of the hotel. The State owns the area beyond the 20 inches; however, the Town has jurisdiction; in which she is waiting for Town Council approval.

The Commission discussed an alternative location on the west side of the building; as well as, railing material. Mr. Penn expressed his concerns for the railing and asked the Commission for their thoughts on the project:

- Mr. Riordan – asked about a different location.
- Mr. Ballard – would like another opportunity to look at more options.
- Mr. Vaillancourt – agrees with the location and galvanized pipe material.
- Ms. McQueeney – prefers the galvanized pipe, the garden will hide the railing and will be less intrusive.
- Ms. Ball – questioned the height of the railing – prefers the pipe, but not the color, and believes the applicant has demonstrated there is no viable alternate location.

Mr. Penn made a motion to approve the location and railing of the handicap accessible ramp for the Surf Hotel, ULBE LLC, Plat 6, Lot 143 based on the following findings of fact:

- The Surf Hotel is one of the most contributing features of the Historic District.
- East end where the rail will go is one of the oldest buildings on Front Street one of the few remaining that shows in earlier photographs.
- The importance of historic properties with handicap accessibility allows visitors and patrons easy access.
- The location as presented on the southeastern porch appears to be the only reasonable location for the handicap ramp.
- The 1 ½” white powder coated galvanized pipe is the most appropriate and less intrusive railing.

Ms. McQueeney seconded the motion.

4 Ayes (Penn, Ball, Vaillancourt and McQueeney,)
1 Absent (Gilpin)

2 Nays (Ballard and Riordan)

Ms. Cyr confirmed to the Commission she located stone to reconstruct the work under the porch decking; thus allowing the lattice to be removed.

ULBE LLC. Plat 6, Lot 143. Application for the Surf Hotel by Lorraine Cyr for installation of an awning.

Kelsey McRae, General Manager and property owner Lorraine Cyr presented. The application is to install an awning on the rear porch of the Surf Hotel. Ms. McRae explained the following conditions:

- The awning material is a heavy duty green vinyl made to look like canvas material.
- The awning covering the rear porch is intended to match the existing roof angles.
- The awning structure is two (2) inch tubal steel supports.

- Roll down clear plastic panels will be placed on three sides for inclement weather.
- The pitch on the awning roof is 4 feet.

Mr. Penn made a motion seconded by Ms. Ball to approve the installation of the awning for the Surf Hotel, ULBE, Plat 6, Lot 143 based on the following findings of fact:

- The Surf Hotel is one of the most contributing features of the Historic District.
- The Surf Hotel is one of the oldest buildings on Front Street one of the few remaining that shows in earlier photographs.
- The awing is in keeping with the collaborative nature of the building the design of the awning mirrors the existing hip roof.
- The approval for the awning location will be on the northeast deck with hip roof of 4 and 12 pitches.
- Herculite Natura High Performance awning evergreen vinyl is made to look and feel like canvas material.

6Ayes (Penn, Ball, Vaillancourt, McQueeny, Ballard and Riordan)
1 Absent (Gilpin)

0 Nays

Ms. Cyr stated the existing first floor tan porch roof on the eastern elevation will be replaced with green shingles to match existing shingles.

BIEP, LLC. Plat 5, Lot 10. Application by Lewis H. Gaffett to install arbor and fence, canopy over part of the deck.

Lewis H. and Lewis N. Gaffett, business owners presented. Mr. Penn noted to the applicant, the property owner, Michael Keating must sign the Certificate of Appropriateness Application. The Commission will hear the application in two parts: the proposal for the arbor/fence and the request for a canopy. The business owners wish to install a gate, fence and arbor on the north elevation and stipulated to the following:

- The modified railing for the fence will match the existing railing on the deck.
- The proposed arbor is for aesthetics.
- The gate will open onto the walkway of Profiles Take Out.
- The area behind the fence will be the seating area for the take out. Applicant Lewis H. Gaffett stated alcohol will not be served in this area.

Ms. McQueeny made a motion to approve BIEP LLC as presented by Lewis H. Gaffett to construct an arbor, picket fence and gate on the northeast corner of the building according to plans as present for Plat 5, Lot 10 based on the following findings of fact:

- The property is located within the Historic District.

- The owner made a conscious effort to follow the architectural vernacular in construction of the building and recognized the importance to the Historic District.
- The approval is for construction of an arbor, fence and gate on the northeast side as presented.
- Specifically not including the counter which was not approved; thereby “x” out on the drawings.

Mr. Vaillancourt seconded the motion.

6Ayes (Penn, Ball, Vaillancourt, McQueeney, Ballard and Gilpin)

0 Nays

1 Absent (Gilpin)

Awning:

The applicant wishes to erect an awning that would extend 12’ off the porch, height at 9’ sloping down to 6’9”. Stationary pipes will support the awnings; however, the supports are not shown in the drawing. The applicant is considering a retractable awning. Mr. Riordan felt the awning would darken the bar area due to the fact the porch is only six feet deep. Mr. Penn and Ms. McQueeney are in agreement to the preference of a retractable awning. Mr. Penn informed the applicants a special meeting can be called allowing the applicant to submit additional details for a retractable awning or provide details outlining the correct pitch and support of the canopy.

Mr. Riordan made a motion seconded by Ms. Ball to defer the application until the applicant can submit more information.

6Ayes (Penn, Ball, Vaillancourt, McQueeney, Ballard and Gilpin)

0 Nays

1 Absent (Gilpin)

Beachhead III. Plat 5, Lot 7. Application for the Beachhead by Kimberly Ward and Rebecca Clark to reconstruct the pathway.

At the request of the applicant, the application was deferred.

Calvez, LLC. Plat 6, Lot 119. Application for Darius by Rebecca and Christina Zendt to replace a window with a door.

Christina Zendt property owner presented. The applicant wishes to replace a window with a door on the west side of the building. The exterior door will be fiberglass with permanently fixed mutations. Mr. Penn requested submission of the details of the door. Ms. Zendt presented a photo showing the flower boxes that will be mounted on top of the rail.

Ms. Ball made a motion seconded by Ms. McQueeney to approve a replacement of a window to a door for Calvez, LLC for the Darius Plat 6, Lot 119 based on the following findings of fact:

- This is a much altered historic building in the Historic District.

- Significant alterations have been made; however the basic form of the building has been retained from the late 1800's.
- The approval is for a change from a window to a door.
- The approval of the flower boxes on top of the porch rail on the street side is neither contrary to any rules or HDC guidelines
- The approval is subject to the Commission's request of the door details to be submitted to the building department.

6Ayes (Penn, Ball, Vaillancourt, McQueeny, Ballard and Gilpin)

0 Nays

1 Absent (Gilpin)

Mr. Vaillancourt informed the applicant that a landing would be needed.

Calvez, LLC. Plat 6, Lot 119. Application for Darius by Rebecca and Christina Zendt to install new signs.

Christina Zendt property owner presented. Application is for two new signs as presented to be installed on the eastern elevation below the window on the gable roof and on the front of the building above the porch. The eastern elevation sign will be painted white with black lettering and the sign on the front will be reversed in color. The proposed sign on the front elevation will be hung from the underside of the roof.

Mr. Penn made a motion seconded by Ms. McQueeny for approval of new signs based on the following findings of fact:

- This is a much altered historic building in the Historic District.
- Significant alterations have been made; however the basic form has been retained from the late 1800's building.
- Approval is for two signs located on the east and north elevation.
- The approval is for the fonts, color and size as presented.

Maclac Enterprises, Inc. Plat 6, Lot 101 & 102. Application by Mary Jane Balser for Seaside Market to replace signs.

Mary Jane Balser property and business owner presented. Ms. Balser presented an application for two replacement signs for the Seaside Market. The applicant submitted drawings, color chips, font, size and placement of the signs. Discussion ensued regarding the size and placement of the proposed sign in comparison to the ice cream shop on the east elevation. The Commission asked Ms. Balser to remove the decals from the windows of Ben and Jerry's. Discussion ensued regarding placement of the sign on the south elevation.

Mr. Penn made a motion seconded by Mr. Riordan to approve the replacement signs for the Seaside Market for Plat 6, Lot 101 & 102 of Maclac Enterprises.

- The building is located in the Historic District and is a significant building because of the location.
- Multiple businesses in the building needing numerous signs.
- The applicant presented a proposed sign plan as multiple businesses in the building need numerous signs.
- The Square footage of signs is within footprint of the building.
- The two proposed replacement signs are longer than the existing but still fit within the allowable building frontage.
- Location for the approved signs will be located on Water Street and the alleyway to Weldon's Way.

4 Ayes (Penn, Vaillancourt, Ballard and Gilpin)
1 Absent (Gilpin)

2 Nays (Ball and McQueeny)

New Business

Promoting stand alone HDC District

Mr. Penn asked the Commissioner's for suggestions on promoting homeowners to list properties in the HDC district overlay.

The following suggestions were made:

- Send letters to homeowners which are listed on the 2008 survey conducted by Pam Gasner
- Hold an informative workshop
- Talk to Linda Powers regarding sending out a letter with the tax bills.

Adjournment

Ms. McQueeny made a request for the Building Official to take photographs of the Old Harbor Take and follow up on sign violations for this property

Figurehead Building – dormer façade as built not approved by HDC office will contact owners.

The meeting was adjourned at 9:05p.m.

Respectfully submitted,

Terri L. Chmiel

Administrative Assistant

Building & Land Use Department

Approved: